

**SERVICES FOR STUDENTS WITH DISABILITIES
ACADEMIC SUPPORT CENTER (ASC)
1213 STUDENT SERVICES BLDG. (951) 827-3028**

SERVICES REQUEST FORM FOR:

- Accommodation Letter to Faculty (letters outlining your authorized accommodations)
- Exam Authorization form (to be completed by student and faculty; information allowing exam to be administered at the ASC)
- Note-sharing Announcement (letter to be given to faculty requesting volunteers to share class notes)
- Reader Announcement (letter to be given to faculty requesting to employ student as a Reader)

All documents will be available at the ASC for you to pick up and deliver to each of your instructors 48 hours after this form is submitted. Meet with your instructors during their office hours or make an appointment.

Name: _____ Today's Date: _____

Student ID Number: _____ Cell phone: _____

UCR Webmail Address: _____

Accommodation Letter to Faculty and/or Exam Authorization form

How many Accommodation letters to Faculty do you need this quarter? _____

How many Exam Authorization forms do you need this quarter? _____

It is the student's responsibility to ensure that the completed Exam Authorization forms are returned to the Academic Support Center (ASC) one (1) week prior to the first exam.

Note-sharing and/or Reader Announcements Request

Note-sharing Announcements: Print course name (e.g. HIST 20) and instructor's name

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____

Reader Announcements: Print course name (e.g. HIST 20) and instructor's name

1. _____

2. _____

3. _____

4. _____

5. _____

6. _____